

**MICHIGAN DEPARTMENT OF EDUCATION
PUPIL TRANSPORTATION ADVISORY COMMITTEE**

Thursday, October 2, 2014
State Board Room (4th Floor), John A. Hannah Building

PUPIL TRANSPORTATION ADVISORY SUBCOMMITTEE MEETING 9:00 – 10:15 a.m. – Hannah Building – State Board Room
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The subcommittee meets prior to the regular meeting to review and discuss agenda items in preparation for the regular meeting. Pupil Transportation Advisory Committee (PTAC) representatives are welcome to attend. Topics covered include:

- a) Curriculum and Training
- b) Management and Best Practices
- c) State and National Issues

PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING 10:30 a.m. - 12:00 noon – Hannah Building – State Board Room

I. CALL TO ORDER

The meeting was called to order at 10:31 a.m. by Louis Burgess.

II. ROLL CALL AND RECOGNITION OF GUESTS

All members and guests were asked to sign in. Guests included: Inspector Randy Coplin, Michigan State Police (MSP); Mike Foster, Superintendent, and George Gibson, Perry Public Schools; and Karen Losch and Matt Losch, Excel Consultant Group.

Michigan Department of:

Education:

- ☐ Marla Moss - Director
- ☒ Louis Burgess
- ☒ Ken Micklash

Transportation

- ☒ Angel Fandialan (Primary)
- ☐ Andrea Brush (Alternate)

State

- ☒ Carol Reagan (Primary)
- ☐ John Harris (Alternate)

Michigan Association for:

Pupil Transportation

- ☐ Vacant (Primary)
- ☐ Mark Niewoonder (Alternate)

Michigan Association of:

School Business Officials

- ☐ Jill Segal (Primary)
- ☐ Scott Little (Alternate)

School Administrators

- ☐ Steve Matthews (Primary)
- ☐ Joseph Candela (Alternate)

School Boards

☐ Don Wotruba (Primary)

Public School Academies

☐ Dan Quisenberry (Primary)

Intermediate School Administrators

☒ Kim Hooper (Primary)

☐ Jaki Smith (Alternate)

Non-Public Schools

☐ Brian Broderick (Primary)

Michigan Education Association

☐ Arthur Przbylowicz (Primary)

☐ Joe Nazem (Alternate)

Michigan Parent Teacher Association

☒ Sandra York (Primary)

☐ Ruthann Jaquette (Alternate)

Michigan State Police

☐ Sgt. Mike McLaughlin (Primary)

☐ Sgt. Jill Bennett (Alternate)

Middle Cities Education Association

☐ Fred Clarke (Primary)

Office of Great Start/Head Start Collaboration Office

☐ Kaitlin Ferrick (Primary)

Representing:

Northern Michigan Directors

☒ William Coaster (Primary)

Rural Directors

☒ Kevin Doty (Primary)

Urban Directors

☐ James Minnick (Primary)

☐ Mark Schrupp (Alternate)

☒ Carl Ingram (Primary)

Suburban Directors

☒ Karen Henning (Primary)

☐ Jamie Stottlemeyer (Alternate)

Special Education Transportation Directors

☐ Darryl Dettloff (Primary)

School Bus Drivers (1)

☐ Frank Brown (Primary)

School Bus Drivers (2)

☐ Sue Britt (Primary)

Private Contractors

☐ Kellie Dean (Primary)

☒ Fred Doelker (Alternate)

☐ Brian Thrasher (Alternate)

☒ Dale Goby (Primary)

Training Agency Association of Michigan

☐ Lori Richardson (Primary)

☐ John Savage (Alternate)

Other

☒ Inspector Randy Coplin, Michigan State Police

☒ Mike Foster, Perry Public Schools

☒ George Gibson, Perry Public Schools

☒ Karen Losch, Excel Consultant Group

☒ Matt Losch, Excel Consultant Group

III. APPROVAL OF JUNE 5, 2014, MEETING MINUTES

Dale Goby moved and Bill Coaster seconded to approve the minutes as distributed. The motion passed.

IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA

Fred Doelker moved and Kim Hooper seconded to approve the agenda as presented. The motion passed.

V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS

A. Michigan Department of Education (MDE) Initiated

1. George Gibson, Transportation Supervisor, and Mike Foster, Superintendent, both from Perry Public Schools (Perry), will present information related to real time video/voice usage on Perry school busses.

An excellent presentation was made by Perry officials on the use of real time video/voice cameras on school busses. Mr. Foster and Mr. Gibson outlined the implementation of the program and the results. There was initial resistance from some of the drivers, but once the upside of having cameras and monitoring equipment on the busses became apparent, the program was widely accepted. Mr. Foster noted that parent complaints have dropped significantly and student behavior has improved on the busses. Cost of the program was covered by the district. Perry pays a monthly service fee to have all the camera feeds monitored and stored. Perry is considering the usage of cameras to monitor stop-arm drive by violations. Inspector Coplin expressed a concern with installation of some of the exterior cameras as related to the overall bus width.

2. Inspector Randy Coplin, Michigan State Police, will provide a school bus inspection status update.

The use of automated school bus inspection software started on September 1, 2014. 815 inspections have been conducted to date. MSP plans to hire two new school bus inspectors.

3. Ken Micklash will present information related to the topic of diabetes and school bus drivers.

Ken Micklash worked with Sgt. Joe Austin of MSP to develop an information sheet to be used by medical examiners while completing physical examinations for school bus drivers that are insulin dependent. This document has been shared with state pupil transportation stakeholders and will also be posted on MDE's website.

4. Ken Micklash will provide an update related to the National Association of State Directors of Pupil Transportation Services fall meeting to be held in Kansas City, Missouri.

Ken Micklash will represent Michigan at the annual meeting of State Directors November 9-12, 2014.

VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC

A. Curriculum and Training (Coaster/Richardson/Micklash)

1. Supervisor Continuing Education – Update

The annual supervisor training cycle ended September 30, 2014. The quality of the on-line training presentation was excellent. The training was well received.

2. Beginning School Bus Driver Safety Education Curriculum – Update

The training curriculum consists of nine units. Recent changes to the law will require a minor modification to unit six. These modifications will be presented to PTAC at the next meeting.

3. Continuing Education School Bus Driver Safety Education Curriculum – Update

Training is ongoing throughout the state. No issues have been reported, and the training is receiving excellent reviews.

4. Commercial Driver License (CDL) Training Video

Bill Coaster of the Northwest Training Consortium has developed a CDL training program video that will be available to assist school districts with the training of new school bus drivers. The quality of the program is considered excellent. Input regarding the pre-trip inspection video was obtained from the Department of State (DOS). Although it is not endorsed by DOS, the content was determined to be accurate. MDOS raised a concern that the video implies that it is all that is needed to pass the CDL test when more training would be required outside of the video.

B. State and National Issues (Micklash/Hooper)

1. Rule Revision – Use of School Bus for Transportation of Senior Citizens

Ken Micklash asked for volunteers to review the rules related to the transportation of senior citizens. The need exists to determine if the rules can be updated or rescinded. A request

was made to have Michigan Association of Pupil Transportation and PTAC members participate in the review. Mac Dashney, Sgt. Mike McLaughlin, and Matt Losch volunteered to participate in the review process.

2. National Congress on School Transportation (NCST) – Update

The 16th NCST will meet in Warrensburg, Missouri in May 2015. The Michigan delegation consists of: Ken Micklash, Kevin Doty, Kellie Dean, Carl Ingram, Kim Hooper, Dale Goby, Lori Richardson, and Darryl Hofstra. A meeting will be held for all representatives following today's PTAC meeting.

VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER

- A. Curriculum and Training – No items
- B. Management and Best Practices – No items
- C. State and National Issues – No items

VIII. ASSIGNMENTS FOR SUBCOMMITTEE WORK

- A. MDE Initiated
 - 1. To Curriculum and Training – No items
 - 2. To Management and Best Practices

Matt Losch requested PTAC discuss and review the issue of sleep apnea as it pertains to physical examination testing at a future meeting. This will be added to the agenda for the next PTAC meeting.

- 3. To State and National Issues – No items

- B. PTAC Initiated
 - 1. To Curriculum and Training – No items
 - 2. To Management and Best Practices – No items
 - 3. To State and National Issues

School bus driver shortages across the state exists. A recommendation to add school bus drivers to the critical shortage list was made. The shortage list expired and has not been added back in legislation.

IX. OTHER ISSUES

- A. Next meeting date is Thursday, February 5, 2015.

X. ADJOURNMENT

Carl Ingram moved and Fred Doelker seconded to adjourn. The motion passed.

The meeting was adjourned at 12:00 p.m. by Louis Burgess.